

# COUNTY OF PLACER CIVIL SERVICE COMMISSION

CIVIL SERVICE COMMISSION

JOHN COSTA

RON LE DOUX, Chair

DON NELSON, Vice Chair

ANDRAE RANDOLPH

RICK WARD

Monday – May 13, 2013

Nancy Nittler, Personnel Director Kellie Craig, Executive Secretary

# **MINUTES**

Placer County Personnel – Training Room

145 Fulweiler Avenue, Suite 200 Auburn, CA 95603 (530) 889-4060

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#### 4:00 PM ROLL CALL

Meeting was held at the Placer County Personnel Training Room - 145 Fulweiler Avenue, Suite 200 - Auburn, CA Chair LeDoux presiding.

Commissioner Randolph was absent.

#### **CLOSED SESSION – PURSUANT TO GOVERNMENT CODE**

- I. PUBLIC EMPLOYEE PERFORMANCE EVALUATIONS
  - A. (Subdivision of (b)(1) of Government Code Section 54957)
    Title: Various/County Code Chapter 3, Section 3.12.020

#### 4:30 PM OPEN SESSION

**FLAG SALUTE** Led by Commissioner LeDoux

I. REPORT OF ACTION TAKEN IN CLOSED SESSION PURSUANT TO GOVERNMENT CODE SECTION 54957.

Chair LeDoux announced that the Commission had met in closed session to discuss personnel matters pursuant to authority granted by Govt. Code Section: 54957 Public Employee Performance Evaluations. **No action taken.** 

### II. AGENDA APPROVAL

It was moved by Nelson and seconded by Ward to approve the agenda. Motion carried unanimously.

- III. MINUTES OF PREVIOUS MEETING April 8, 2013 Chair LeDoux approved the minutes as submitted.
- IV. PUBLIC COMMENT None
- V. OLD BUSINESS None

#### VI. NEW BUSINESS

A. Approval of merit increases for classified employees pursuant to Section 3.04.650 (progression in steps) of the Placer County Code.

It was moved by Nelson and seconded by Ward to approve merit increases for classified employees.

Motion carried unanimously.

- B. Agricultural Department New and Revised Classification Specification Request
  - Supervising Agricultural and Standards Inspector
  - Agricultural Standards Inspector I/II and Senior classification specifications.

It was moved by Nelson and seconded by Costa to approve merit increases for classified employees. Motion carried unanimously.

- C. Health and Human Services Classification Specification Revision Request – Senior Supervising Animal Control Officer.
   It was moved by Nelson and seconded by Costa to approve merit increases for classified employees.
   Motion carried unanimously.
- D. Health and Human Services Classification Specification Revision Request – Patient rights Advocate
   It was moved by Nelson and seconded by Ward to approve merit increases for classified employees.
   Motion carried unanimously.
- E. Request for approval of Work out of Class Pay pursuant to Placer County Code Section 3.08.510 (C.)(5.)(c.) for an employee(s) assigned to the Department(s) of Child Support Services and Facility Services.

  It was moved by Costa and seconded by Ward to approve the Work out of Class Pay for the designated employee(s).

Motion carried unanimously.

#### VII. COMMUNICATIONS

- A. Provisional Appointments None
- B. Report of leaves of absence
- C. Staff Reports and Correspondence
  - 1. Nancy reported that one of our Sr. Admin Clerks was promoted to Sr. Clerk of Board and a request to replace this position was submitted.
- D. Commissioners' Comments

## VIII. ADJOURNMENT @ 5:05 PM

PLACER COUNTY CIVIL SERVICE COMMISSION

There being nothing further to come before the Commission, it was moved by Ward and seconded by Costa to adjourn the meeting. Motion carried unanimously.

The next regular meeting will be on **Monday**, **June 10**, **2013** – Placer County Personnel (Training Room) @ 145 Fulweiler Avenue, Suite 200, Auburn, CA. commencing @ 4:00 PM.

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RON LEDOUX	KELLIE CRAIG	
CHAIR	EXECUTIVE SECRETARY	